



Wakefield School Board Public Minutes

April 18, 2023

Held in the Paul School Library

Approved

BOARD MEMBERS		ADMINISTRATORS	
Mary Collins, Chair	✓	Anne Kebler, Superintendent	✓
Brennan Peaslee, Vice Chair		Frank Markiewicz, Business Administrator	
Bob Ouellette	✓	Lisa Dubois, Special Ed Director	
Sandrea Taliaferro	✓	Kristen White, Principal	✓
Robert DeColfmacker	✓		

Mrs. Collins called the meeting to order at 6:00.

Others Present:

Marc Taliaferro, Katie Howard, Relf Fogg, Sam Carberry and Mary Soares from Clearview TV.

Board Reorganization

Superintendent Kebler opened the meeting and led those present in the flag salute. She then called for a nomination for Chairman of the Board.

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to nominate Mrs. Collins as Chair. (Vote 3-1)

Mr. Ouellette made a motion, seconded by Mrs. Collins, to nominate Mr. DeColfmacker as Vice Chair. (Vote 3-1)

Agenda Review

Add Drivers Manual under Old Business

Mrs. Taliaferro feels that the Board should have waited for the reorganization until Mrs. Peaslee could be at the meeting. It was her understanding that Mrs. Collins was just going to contact the attorney to see if they would be in violation if they waited a month until Mrs. Peaslee returned. The attorney told her it was not a violation of the law but it was a policy. Mrs. Taliaferro said we can waive policy. She said we are supposed to do the reorganization and the subcommittees all at the same time, right? Mrs. Collins replied that the committees could wait. She also said that the policy states that the reorganization of the Board happens at the first meeting after the elections. Because of the recount this would be the first meeting that it could be done. She said Until the election of a new Chair the current chair will continue to be the Chair. She went on to say you cannot ask the Superintendent to run meetings as she is not an elected official.

Mrs. Taliaferro doesn't believe that's what the policy states. She said she had sent the Board an email and felt she explained why it should have been postponed. She believes the policy said

technically there is no Chair until a vote is taken. Mrs. Collins explained that the Chair continues to be the Chair until the vote is taken. Mrs. Taliaferro read the following: I have read Policy BDA and it says it has to be posted as an organizational meeting and it does state that the superintendent will call the meeting to order and shall preside during and until the election of a chair person. BEDB the chair, person, and vice chair person shall be elected at the annual organization meeting to serve until successor is elected.

Mrs. Taliaferro said that if we waited Mrs. Kebler could still run the meeting and we could still take votes. She didn't feel it was fair to elect specific board duties when a full Board wasn't present. Mrs. Peaslee asked that we wait and no laws would have been violated if we had waited. Mr. Ouellette and Mr. DeColfmacker both recalled that Mrs. Peaslee had asked the Board to wait to do committees not the Chair and Vice Chair. Mr. Ouellette said by policy we had to elect the Chair and Vice Chair, which we did tonight but we would wait for committees. Mrs. Taliaferro said NHSBA said we could waive the policy. He also said that we have a contradictory policy BEDB.

Public Hearing, Presentations

None

Public Comment 6:12

Mr. Fogg asked whether the Board had adopted the policy that limits the speaker to three minutes. Mrs. Collins said it hasn't been approved. She said the law is thirty minutes for Public Comment and we have been following that law. Mr. Fogg said he had inspected bus 21 and 28 and the two way radio was only in bus 28. The two way radio was ripped out of bus 21. He said all new buses come with cameras so he'd like to keep the cameras on the buses he purchased. Mr. Fogg wanted to continue past his three minutes and talk about what was stated in the minutes which he believes were incorrect. Mrs. Collins informed him that wasn't on the agenda and his public comment time had elapsed. Mr. Ouellette told the Chair to proceed with the business of the Board.

Consent Agenda

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to approve the Consent Agenda. (Vote 4-0)

Meeting Minutes

Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the non public minutes of 4-4-23 with a correction. (Vote 3-1)

Mr. Fogg made an obscene gesture at the secretary and Mrs. Collins asked him to leave. Mr. DeColfmacker stated, on the record, that if Mr. Fogg was going to use profanity in front of minors he would have to leave. There were students present. He said showing the finger is profanity and Mr. Fogg agreed. He said you can leave or conduct yourself appropriately. Mr.

Fogg responded that he could conduct himself appropriately. Mr. DeColfmacker said last warning.

Mrs. Soares asked if the minutes could be tabled until the video can be checked for accuracy. Mr. DeColfmacker said there was a report that the property was too heavily forested. Mrs. Colbath said what she put in the minutes what was said. Mr. DeColfmacker said that was exactly what was said. Mrs. Colbath said the information had come from the approved Conservation Commission minutes and was accurate. She said there might be a question if that was true or not but she put in exactly what was said in those minutes.

Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the public minutes of 4-4-23. (Vote 4-0)

Reports

Student Services Report

The middle school special education team is in the midst of the transition process for our 8th grade students with educational disabilities. Our team works with the special education departments at both Spaulding and Kingswood to aid in a seamless transition of the support and services that these students require. The teams put a lot of time and effort into including not only the students in these activities and conversations, but also the families. The preschool team is setting up their spring Child Find Clinic as well as working with the kindergarten team in preparation for Kindergarten Registration.

Wakefield School District Special Education Numbers: Little Paws (PreK): 8 identified students and 11 non identified, Paul School: (K-8): 81 students, Spaulding High School: (9-12): 21 students, Kingswood: (9-12): 2 student, Out of District Placements: 8 students
Total number of students with disabilities: 120

Financial Report

Mrs. Kebler said under Special Ed Contracted Services there is about \$360,000 that should be posted under grants and Mr. Markiewicz is working on that. Mrs. Collins asked what FFVP stood for. Mrs. Kebler said Fresh Fruits and Vegetables Program. Mr. Markiewicz said that in the fourth quarter it's normal to have a 3% target range of monies that is left and we have about 5%. In May we will start closing encumbrances. Some high ones will likely be closed.

Mr. Markiewicz has started to put some procedures in place based on Wakefield Policies. A Personnel Action Form is for the purpose of keeping track of personnel within their accounting system to be used inhouse. The Budget Transfer Request Form as per policy that says anything above \$5,000 needs School Board approval. This would apply to hiring our own custodians.

Discipline Report

Mrs. White went over the discipline report charts. Discipline referrals were listed per month by behavior, time, day of the week, location, grade and also multiyear referrals last year and this year. A report will be given to the Board each month.

Old Business

Gym Floor

Mr. Markiewicz has been working with the insurance company who brought in an independent insurance investigator. The investigator found that layout is definitely a problem. It's not laid out correctly. He also said the subflooring may be defective. The report went to the insurance company and it's up to them if they release it. The investigator, Jim Thibodeaux, said a person he knows who has expertise in subflooring will take a look at the floor over vacation. Mr.

Markiewicz has had no luck talking to the company. The insurance company said the amount of coverage would be \$25,000 so further steps will have to be taken. Mrs. Kebler said a contract has not been found. They looked through Mr. Williams files and the prior Financial Managers file and have found nothing. Mrs. Kebler remembers signing the contract. Mr. Ouellette said the last conversation he had with Mr. Williams was that the company would stand by fixing it.

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to pursue legal council and any cost applied to the insurance company and act as a liaison. (Vote 4-0)

Mr. Ouellette had received permission from the Board to meet with Bob Adams and the flooring Company but the flooring company never came in. He said he thinks the sub floor is a problem too along with the misalignment. Mr. DeColfmacker asked if the Contractor ever come to Mr. Williams or the Board and told us that there could be a potential problem with the subfloor? Mr. Ouellette said no, not as far as he knows. Mrs. Collins said she believes there was an added cost to take care of the subfloor if there was an issue with it. We were not updated on any problems or issues.

School Bus Driver's Handbook

After some discussion the Board decided to wait for Mrs. Peaslee to be present to approve the handbook.

New Business

Writing Club Stipend Proposal

A seventh grade student inquired about a writing club to share their ideas and thoughts. They're not typing, they're writing. Mrs. Soares agreed to head this club. Grades four to eight can participate. Mrs. Soares said they write for the first forty minutes and the discussion that comes up may be a little deep for younger children.

Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the \$200 stipend for the writing club. (Vote 4-0)

The Board thanked Mrs. Soares for taking this on.

The teachers CBA requires that a committee get together in the spring and determine what stipends there will be. They reach out to teachers to see what teachers would like to do for stipends. If the CBA has listed stipends they will not come to the Board for approval. They will try to get some stipend activities that reach the lower grade levels. When the committee meets and stipends are identified Mrs. Kebler will bring that list to the Board.

School District General Assurances

Mrs. Kebler said these are approved once a year and they have to be in place in order to accept any federal grant money. She has read them and there are no changes from last year. Mrs. Collins and Mrs. Kebler will initial them and Mrs. Collins will sign them.

York's Wild Kingdom Pre K, Kindergarten Field Trip approval

This trip needs to be approved because it's out of state.

Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to approve the York's Wild Kingdom field trip. (Vote 4-0)

Policies

JFACC – Tuition Expenses for Wakefield Residents (2nd Reading)

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve Policy JFACC. (Vote 4-0)

BEDB – Agenda Preparation and Dissemination (2nd Reading)

Mrs. Taliaferro said Attorney Phillips had asked her if the Board has waved this policy because it contradicts the other agenda policies. There are policies that are identical in writing and Mrs. Collins is in the process of going through the whole policy book. Mrs. Collins said we have 348 policies. Mrs. Taliaferro said, and we only need 70 something. Mrs. Kebler asked about the policy workshop the Board used to have. Mrs. Collins said the policies are old. They are caught up on the ones that are mandated each year, she said NHSBA sends out updates on changes in the law and they look at those policies. Mrs. Kebler gets the changes from the NHSBA and the NHSAA. Mrs. Collins said you can also find updates on the NHSBA website and you can sign up to get them emailed to you. Mr. Fogg suggested changing all the words should to shall in the policy because the policy cannot be enforced with the word should in it. Mrs. Taliaferro asked that this policy go back to committee for the contradictions between the two policies. Mrs. Collins said she would also look at the supporting policies. Mrs. Howard asked what happens if a Board member doesn't come prepared. Mrs. Collins said they should come prepared. There's nothing we can actually do. Mr. DeColfmacker said you can read the packet but sometimes there is additional information you weren't aware of.

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to table policy BEDB until the Policy Committee can take a look at it. (Vote 4-0)

Nominations/Hires/Resignations

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve Lisa Dubois as Director of Special Education. (Vote 4-0)

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve Ivy Levitt-Carlson as Assistant Principal. (Vote 4-0)

FYI

Candice Schumacher as ABA Tutor

Mr. Ouellette made a motion, seconded by Mrs. Taliaferro, to accept the resignation of Kristen White with regret. (Vote 3-1)

Mr. Ouellette made a motion, seconded by Mrs. Taliaferro, to accept the resignation of Mary Soares with regret. (Vote 3-1)

Correspondence

Parks and Rec Town Clean-up Day

Mrs. Collins announced the Town Clean-up Day this Saturday sponsored by Parks and Rec.. If you would like to help meet at Turntable Park at 8:00. Please bring gloves.

Non Public Session

Mr. Ouellette made a motion, seconded by Mrs. Collins, to enter non public under RSA 91-A 3:11 (c) at 7:33. Roll call: Ouellette aye, Collins aye, Taliaferro aye, DeColfmacker aye. Vote: (4-0)

The Board re-entered public session at 7:39.

Mrs. Kebler said she needs a Board member for the Principal Search Committee Interviews. By Board consensus Mr. DeColfmacker will be that Board member with Mr. Ouellette the alternate.

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to table the Bus Drivers Manual until the second meeting in May. (Vote 4-0)

Mr. Ouellette would like to see more community activity. The Board suggested a parent action featuring student art, Curriculum Fair, Career Day, Student Concerts. The Board will make individual lists of ideas and bring them to the next meeting.

Adjournment

Mr. Ouellette made a motion, seconded by Mr. Ouellette, to adjourn the meeting at 7:56. (Vote 4-0) Ouellette aye, Collins aye, Taliaferro aye, DeColfmacker aye.

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary